

Plan for Outdoor Dining and Other Business Uses



Purpose

The purpose of the following recommendations is to allow the City of Bethlehem restaurants and retailers to expand their operational footprint to help meet social distancing requirements and to provide additional accommodations to the business districts.

The City of Bethlehem will consider three models to help businesses expand the footprint of their establishment providing better opportunities for social distancing. Those models are street closure, creation of parklets, and use of public land and/or adjacent right of way areas.

This document is subject to change.

Street Closure

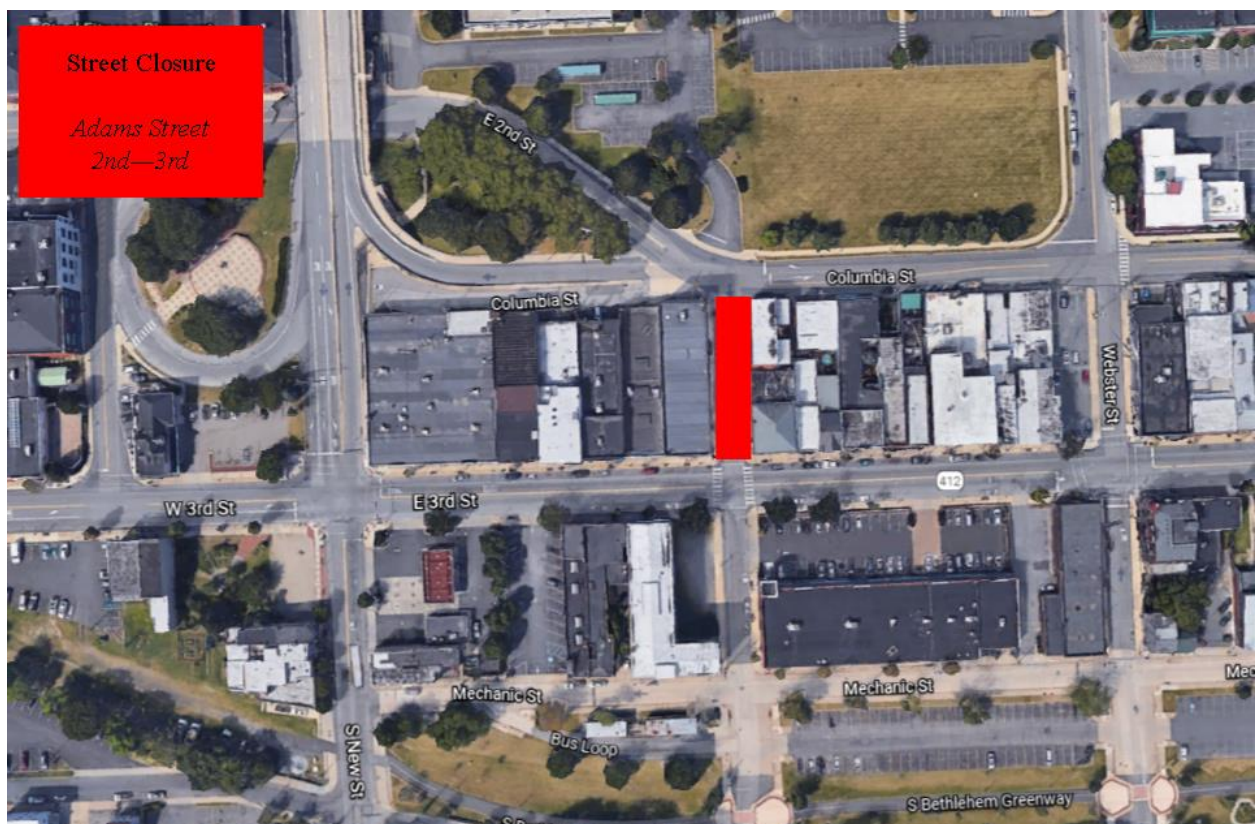
In the Central Business District street closures should come at the request of the Downtown Business Association or BEDCO dba the SouthSide Arts District. These organizations are ideally placed to help coordinate the placement of businesses in the area. The city will allow the closure of the below streets for use by restaurants and retailers. Additionally, local street closures can be requested by individual businesses not located in the downtowns. Proposed street closures include:

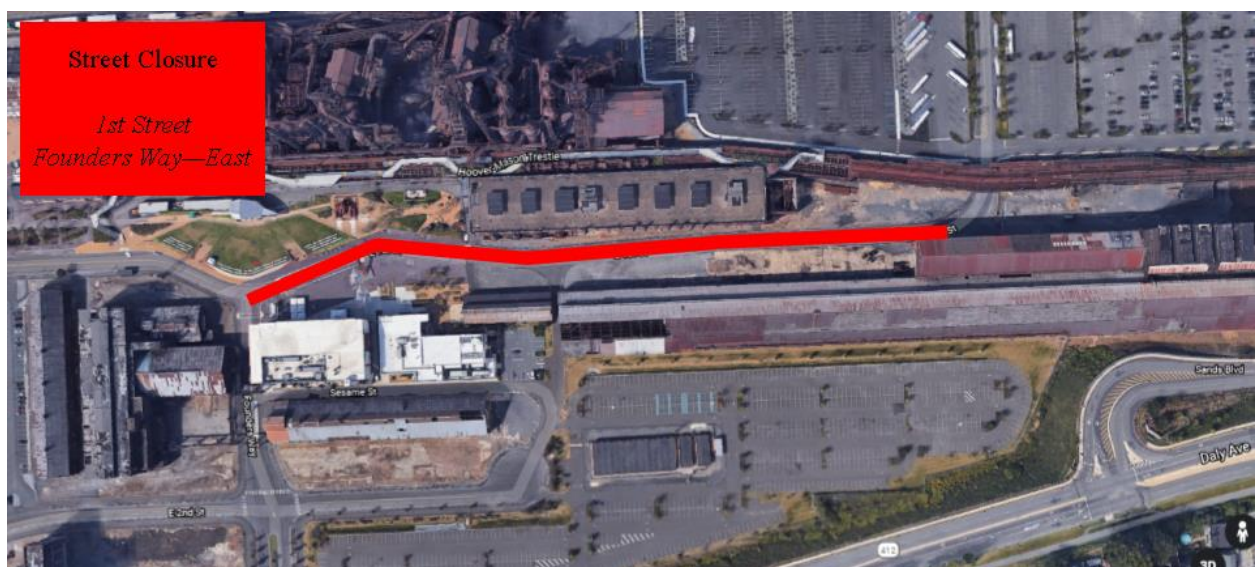
- Walnut Street (Main – mid-block east)
- Adams Street (2nd to 3rd)
- Adams Street (4th to mid-block south)
- New Street (4th to mid-block south)
- 1st Street (Founders Way - East)

The City of Bethlehem will allow for the closure of streets for business use during the following times:

- Thursday 4 PM to Sunday at 7 PM

A map and diagram of where product racks or table/chairs will be placed paying particular attention to the need to maintain social distancing and adhering to the recommended occupancy requirements as recommended by the CDC and the PA Department of Health will be required as part of the permit process.





Parklets

The City will install parklets at the following locations:

- Main Street (Walnut to Market Street)
- Broad Street (New Street to mid-block east)
- 4th Street (Vine to mid-block east; New Street to mid-block west)
- Vine Street (angled parking south of 4th Street)

Upon request by the Downtown Business Association, BEDCO dba the SouthSide Arts District, the City will allow the creation of additional parklets in existing parking spaces.

Parklets can also be requested by individuals businesses.

A map and diagram of where product racks or table/chairs will be placed paying particular attention to the need to maintain social distancing and adhering to the recommended occupancy requirements as recommended by the CDC and the PA Department of Health will be required as part of the permit process.







Use of Parking Lots/Other Public Spaces

Upon request of the Downtown Business Association, BEDCO dba the SouthSide Arts District, or an individual business the city will review requests to use Public Space and/or Right of Way to assist the business in expanding their operating footprint allowing for recommended social distancing.

Public spaces that will be considered for use include:

- City land in front of the Black Smith Shop on Main Street
- City and Redevelopment Authority Land in the Sun Inn Courtyard
- Public sidewalk / right of way not used by existing first-floor business (requested right of ways must be contiguous with the right of way of the requesting business)
- Parking spaces in Bethlehem Parking Authority surface parking lots:
 - Third Street Lot
 - Corner of Thirds & Webster
 - Third & Fahy
- Parking spaces in privately owned surface parking lots/open spaces can be used if permission is secured by the property owner.



Education of Social Distancing

Education and enforcement of social distancing are important in a downtown setting. Businesses should have a clear understanding of the protocols for dealing with those who are not adhering to acceptable practices. The Health Bureau will provide the appropriate education to retailers and restaurants, upon request, of the CDC and Department of Health Recommendations. Initial enforcement should include the place of business addressing issues with patrons but if confrontation follows, the business should immediately call 9-1-1.

Application Information

1. To apply for use of a closed street or parklet, please contact Public Works at (610) 865-7050.
2. A map and diagram of where product racks or table/chairs will be placed paying particular attention to the need to maintain social distancing and adhering to the recommended occupancy requirements as recommended by the CDC and the PA Dept of Health will be required.
3. All application and permit fees will be waived.
4. Participating businesses will need to provide a current Certificate of Liability listing the City of Bethlehem as an additional insured.

Regulations

1. Participation is limited to Restaurant and Retail Businesses
2. All businesses participating in this program must be fully licensed by the City of Bethlehem and subject to all applicable inspections.
3. All restaurant owners must provide their own tables, chairs linens, and eating utensils and retailers must provide their own display racks/shelves.
4. Restaurants must comply with [Reopening Guidance](#) for as outlined by the state.
5. Tables and chairs cannot extend into the vehicular lanes to allow for emergency vehicles and a location diagram of tables and chairs must be included in the application and approved by the city.
6. All business owners will be responsible for sanitizing and cleaning all eating surfaces and furniture after each use as per [CDC guidelines](#).
7. All business owners will be responsible for cleaning up and collecting all trash at the end of their operating hours.
8. Business owners must have designated staff to monitor the proper use and sanitation of their tables and equipment.
9. All tables and backs of chairs (when a person is seated in them) will be at least 6 feet apart and 6 feet from doors, streetlights, ADA ramps and other obstacles.
10. All operation requirements included in the Governor's Executive Order apply to this program.

11. All applicable Pennsylvania Liquor Control Board rules and regulations will apply and will be monitored by the Pennsylvania Liquor Control Enforcement division.
12. Masks must be worn by all employees of the business.
13. Reservations are encouraged by individuals using the expanded outdoor spaces. This regulation is to aid the restaurant in knowing how many patrons on a given night.
14. If a business is using a tent, they must meet all local safety guidelines including weights to prevent them from becoming airborne during high winds. The tent may not have walls that will allow for open airflow. No cooking shall be done under a tent, even if it is fire-retardant.
15. Fire lanes and hydrants cannot be blocked.
16. Propane heaters shall not be closer than 5 feet to any entrance/exit of any structure and never under a non-fire rated tent or umbrellas.
17. Smoking is strictly prohibited in all temporary outdoor spaces and it is the responsibility of the business to enforce.
18. The City is not responsible for any theft of equipment should they be left out after normal business hours.
19. Each applicant must provide proof of property and liability insurance and agree that the City will be held harmless and indemnified from any claims as a result of use by providing the City a Certificate of Insurance naming the City as an Additional Insured and/or the Bethlehem Parking Authority if located on BPA property.
20. There will be no selling of alcoholic drinks outside the business premises if the business is not a dining establishment and has not received permission from the Pennsylvania Liquor Control Board. Alcohol sales are limited to restaurants or other establishments that have proper PLCB licensing.
21. This program may be difficult to introduce for some businesses and the City will work with all in the spirit of cooperation but the City reserves the right to deny road closures on certain streets.
22. As a result of ever-evolving policies during these unprecedented times; the City reserves the right to unilaterally revise these guidelines and to cancel or suspend this program at its discretion.
23. If streets are closed, emergency vehicles will need access. Access distances will need to be established.
24. Heaters must be UL approved with tip-over switch, propane tanks cannot be stored in the building.
25. All furniture must maintain 3 ft. distance around hydrants for any tables\chairs.
26. Building exits cannot be blocked.
27. The use of tents is not recommended please consider the use of tables with umbrellas for shade purposes.

Businesses who do not follow the social distancing rules and the regulations above will forfeit their right to participate in this program.